

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

**NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHAName: Weatherford Housing Authority

PHANumber: TX349

PHAFiscalYearBeginning: (10/03)

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA**
- PHA development management offices**
- PHA local offices**

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA**
- PHA development management offices**
- PHA local offices**
- Main administrative office of the local government**
- Main administrative office of the County government**
- Main administrative office of the State government**
- Public library**
- PHA website**
- Other (list below)**

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA**
- PHA development management offices**
- Other (list below)**

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (selection of the choices below)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is: to provide decent, safe, and sanitary housing for all eligible applicants and participants. In order to perform these duties, the Weatherford Housing Authority will ensure that all properties meet Housing Quality Standards (HQS), and that program participants are trained to find and pre-inspect their units. We will strive to ensure that participating landlords are held responsible for keeping units in decent, safe, and sanitary condition. We will strive to ensure fairness and equality for all our program participants. The Weatherford Housing Authority will work closely with our Municipality in order that all aspects of housing remain viable and consistent.

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and the PHA's strategic goals and objectives. PHA may select any of these goals and objectives, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, PHA ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5-YEAR PLAN.

PHA Goal: Expand the supply of assisted housing such as: numbers of families served or

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)
 - * Conduct outreach countywide for potential landlords
 - * Utilizing media to attract out of town builders and LITC investors
 - * Continue our partnership with AISwan, Springtown Gardens, Springtown, Texas who is successfully building elderly housing with state funding. He provides one and two bed room units and several are handicapped facilitated. A community center was built on site and is utilized for many community programs that assist the elderly.

 - * Agency will continue to work and support the Glenn Lynch

Companies, Inc. which introduced LITC project to our area. Fox Hollow Townhomes, is an LITC project consisting of 100 large three and four bedroom townhouses. All units are wheelchair accessible; however, they do have a few units specifically designed for persons needing special accommodations for wheelchairs. In December 2002, Mr. Glenn Lynch advised our Agency he was applying for Low Income Housing Tax Credits with Tax Exempt Bond Financing to the TDHCA and the Texas Bond Review Board through the Private Activity Bond Allocation Program. The tax credits and bond financing requested will assist in the construction and operation of the Cypress View Villas to be located in Weatherford, Texas. The proposed multifamily development will consist of two, three, and four bedroom units targeting tenants whose income level does not exceed 50% of the area median annual income. The development will consist of 192 units of Multi Story residences of which 100% will be rent restricted to those with qualifying incomes. Unit mix will be as follows:

64 two bedroom/two bath units
 96 three bedroom/two bath units
 32 four bedroom/two bath units

The completion of Cypress View Villas is estimated for May of 2004.

*The Rhino Group, LP, out of Azle, Texas have committed to build several three bedroom units in the Springtown area. Construction started early this year, and the first four units were finished by June 2003. Agency desperately needs rent units in this part of Parker County and program participants are already submitting their Request For Lease Approval on the available units. Owners have agreed to consider facilitating a few units for handicapped families on an as needed basis. The Rhino Group plan to build a total of 30 three bedroom units this year.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:

- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:

Other: (list below)

- Continue to upgrade our Housing Quality Standards and inspections:
- Continue to improve tenant briefings providing program participants

with tools and training needed to find the best rental units available. Tenants are trained to perform their own HQS inspection prior to agency inspection. The Executive Director who performs HQS Training for the Texas Housing Association located in Austin, Texas performs the briefings. Briefings include training on how to present and explain the Housing Choice Voucher Program to new landlords, how to present family needs and situations and encourage tenants to assist landlord with small repairs or cleaning, thus showing initiative and responsibility. Agency's briefing methods have improved the quality of housing stock and landlords are encouraged by tenant's involvement. Approximately 95% of move-ins inspections pass the first HQS inspection and this assists Agency in staying over 100% in utilization.

X PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach effort to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site -based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)
- Solicit for more LITC buildersto consider building in Parker County.

HUD Strategic Goal: Improve community quality of life and economic vitality

X PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:

Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
 Other: (list below)
 *Using rent reasonableness to encourage owner upgrading/rehab in return for higher rents.
 *Agency encourage tenants (especially those with higher incomes) to rent in high income areas which encourage self-sufficiency. This provides tenants with the confidence to become first time home buyers which also promotes our program in higher income areas.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

PHA Goal: Promote self-sufficiency and asset development of assisted
Objectives:
 Increase the number and percentage of employed persons in assisted families:
 Provide or attract support services to improve assistance recipients' employability:
 Provide or attract support services to increase independence for the elderly or families with disabilities.
 Other: (list below)
 *Collaborate with school district to promote literacy and ESL (English as a second language).
 *Collaborate with other county agencies and Weatherford College to promote the need for childcare. Area families can be educated and encouraged

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HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

**X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:**

X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:

X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:

X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

X Other: (list below)

***Meet with our landlord on a continuous basis to ensure that they are kept abreast of all directive changes which may affect our program and assure owners that the same standards prevail throughout the nation. In addition we will communicate with developers/contractors and bankers concerning the development of affordable housing in Parker County.**

***Continue public relations with all community groups, scheduling program presentation to educate the public on our Housing Choice Voucher Program. Presentations include equal opportunity and fair housing issues along with discrimination issues. Agency plans to schedule an**

annual presentation for the Board of Realtors which should take concerns on this subject to a greater height of awareness. The Equal Opportunity emblem and its meaning needs more respect, consideration, and it's our opinion that property owners that do not adhere to these requirements should be held accountable.

Other PHA Goals and Objectives: (list below)

- To increase our Family Self-Sufficiency Program
- To promote our own literacy program (in house) to further meet QHWRA and Welfare to Work goals.
- To increase the involvement of our WHA Resident Advisory Board with Agency policies regarding tenant obligations and terminations.

**Annual PHA Plan
PHA Fiscal Year 2000
[24CFR Part 903.7]**

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA
- Small Agency (<250 Public Housing Units)
- Administering Section 8 Only

Troubled Agency Plan

Executive Summary of the Annual PHA Plan

[24CFR Part 903.79(r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan. The Weatherford Housing Authority plan to work hand in hand with its program participants and the Resident Advisory Board on meeting recommended future goals such as a larger facility, child care, and literacy programs. Presently the Agency does not have the funds to undertake major recommendations; therefore, the WHA Board along with the Resident Advisory Board and Agency staff will continue to unify efforts and research other means and funding sources to achieve optimum results. In addition Agency will work in tandem with the City of Weatherford to secure optimum housing opportunities for those residents who are less fortunate.

Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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n/a		
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Attachments

Indicatewhichattachmentsareprovidedbyselectingallthatapply.Providetheattachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a .SEPARATE file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

_____ Admissions Policy for Deconcentration

_____ FY2000 Capital Fund Program Annual Statement

_____ Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- X PHA Management Organizational Chart
- _____ FY2000 Capital Fund Program 5 Year Action Plan
- _____ Public Housing Drug Elimination Program (PHDEP) Plan
- X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) *INCLUDED IN TEXT
- X Other (List below, providing each attachment name)
*The Weatherford Housing Authority is headed by Executive Director, Ms. Mary Ann Cuellar. Staff consist of one Section 8 Housing Counselor II, one Section 8 Housing Counselor I, one part time Eligibility Specialist, one part time Housing Counselor I. All employees are cross trained, and all employees inspect and assist with the Family Self Sufficiency Program.

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be displayed if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency	5 Year and Annual Plans

Applicable & On Display	Supporting Document	Applicable Plan Component
X	with the Consolidated Plan	
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies check here if included in Section 8	Annual Plan: Rent Determination

Applicable & On Display	Supporting Document	Applicable Plan Component
	Administrative Plan	
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF Agency	Annual Plan: Community Service & Self -Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self -Sufficiency
	Most recent self -sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self -Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi -annual performance report for any open grant and most recently submitted PHDEP	Annual Plan: Safety and Crime Prevention

Applicable & On Display	Supporting Document	Applicable Plan Component
	application (PHDEP Plan)	
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction,

Family Type	Overall Housing Need	Severe Need	Quality	Age from 1 to 5, with 1 being	Size	Age
Income <= 30% of AMI	1,679	4	4	3	2	3
Income > 30% but <= 50% of AMI	1,215	3	3	2	2	3
Income > 50% but < 80% of AMI	1,310	2	3	2	2	3
Elderly	867	5	4	2	3	3
Families with Disabilities	N/A					
Race/Ethnicity White Non - Hispanic	3,963	3	3	2	2	3
Race/Ethnicity Black	44	3	3	2	2	3
Race/Ethnicity	112	3	3	2	2	3

FamilyType	Overall	Afford-ability	Supply	Quality	Access-ibility	2. Size	Location
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
 Indicate year: _____
 U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) Dataset
 American Housing Survey data
 Indicate year: _____
 Other housing market study
 Indicate year: _____
 Other sources: (list and indicate year of information)

A. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA -wide waiting list administered by the PHA. PHAs may provide separate tables for site based or sub -jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	279		
Extremely low income <=30% AMI	229	82%	
Very low income (>30% but <=50% AMI)	50	18%	
Low income (>50% but <80% AMI)	norecordsfound	norecordsfound	

Families with children	175	63%	
Elderly families	28	10%	
Families with Disabilities	53	19%	
Race/ethnicity	White 228	82%	
Race/ethnicity	Black 10	4%	
Race/ethnicity	Hispanic 37	13%	
Race/ethnicity	NonHis. 4	1%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthe waiting list closed (select one)? No If yes: B. How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? No Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list IN THE UPCOMING YEAR, and the Agency's reasons for choosing this strategy.
Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- _____ Employ effective maintenance and management policies to minimize the number of public housing units off -line
- _____ Reduce turnover time for vacated public housing units

- Reduce time to renovate public housing units**
- Seek replacement of public housing units lost to the inventory through mixed finance development**
- Seek replacement of public housing unit lost to the inventory through section 8 replacement housing resources**
- Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction**
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required**
- Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration**
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program**
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies**
- Other (list below)**

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units (vouchers) should they become available**
- Leverage affordable housing resources in the community through the creation of mixed -finance housing**
- Pursue housing resources other than public housing or Section 8 tenant based assistance.**
- Other: (list below)**

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing**
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance**
- Employ admissions preferences aimed at families with economic hardships**
- Adopt rent policies to support and encourage work**
- Other: (list below)**
 *Weatherford Housing Authority has selected to establish zero preferences.

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

Employ admissions preferences aimed at families who are working

Adopt rent policies to support and encourage work

Other: (list below)

*Agency has selected to establish zero preferences at this time. Agency encourages and provides families of higher incomes with information on units that rent above the norm to encourage deconcentration. These families are also encouraged to take advantage of Portability and relocate to cities who already have a successful first time home buyer program promoting self sufficiency.

B. Need: Specific Family Types: The Elderly

Strategy 1 : Target available assistance to the elderly:

Select all that apply

Seek designation of public housing for the elderly

Apply for special -purpose voucher targeted to the elderly, should they become available

Other: (list below)

*Continue encouraging other federal programs like the 202 Program (elderly housing) into our area. Continue to encourage owners and LITC investor to apply for state funding through TDHCA to build elderly units (one and two bedrooms). We have many single elderly who due to medical reasons require a two bedroom.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Seek designation of public housing for families with disabilities

Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

Apply for special -purpose voucher targeted to families with disabilities, should they become available

Affirmatively market to local non -profit agencies that assist families with disabilities

Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

Affirmatively market to races/ethnicities show to have disproportionate housing needs

Other: (list below)

*Marketing program presentations for civic and community groups including churches involved or consisting of families of races and ethnicities with disproportionate needs.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Market these section 8 program to owners outside of areas of poverty / minority concentrations

Other: (list below)

*Fair Housing outreach and awareness throughout the community

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

Funding constraints

Staffing constraints

Limited availability of sites for assisted housing

Extent to which particular housing needs are met by other organizations in the community

Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

Influence of the housing market on PHA programs

Community priorities regarding housing assistance

Results of consultation with local or state government

Results of consultation with residents and the Resident Advisory Board

Results of consultation with advocacy groups

Other: (list below)

Statement of Financial Resources

[24 CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	2,453,589	2,453,589
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self - Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non -federal sources (list below)		

Sources	Planned\$	PlannedUses
Totalresources	2,453,589	2,453,589

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1)Eligibility

a.Whendoes thePHAverifyeligibilityforadmissiontopublichousing?(select allthatapply)

Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number)

Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(state time)

Other:(describe)

b.Whichnon-income(screening)factorsdoesthePHAusetoestablisheligibility foradmissiontopublichousing(selectallthatapply)?

CriminalorDrug relatedactivity

Rentalhistory

Housekeeping

Other(describe)

c. Yes No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeningpurposes?

d. Yes No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e. Yes No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC authorizedsource)

(2)WaitingListOrganization

a. Which methods does the PHA plan to use to organize its public housing waiting list(select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plan to operate one or more site -based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site -based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site -based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site based waiting list plan)? If yes, how many lists?

3. Yes No: May families be on more than one lists simultaneously? If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site -based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at development sites with site -based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Incometargeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing of families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

a. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)

1. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing

- Homelessness
- Highrentburden(rentis>50percentofincome)

Otherpreferences:(selectbelow)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans’families
- Residentswholiveand/orworkinthejurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobility programs
- Householdsthatcontributetomeetingincomegoals(broadrangeof incomes)
- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

3.IfthePHAwillemployadmissionspreferences,pleaseprioritizebyplacinga “1”inthepacethatrepresentsyourfirstpriority,a“2” intheboxrepresenting yoursecondpriority,andsoon.Ifyougiveequalweighttooneormoreofthese choices(eitherthroughanabsolutehierarchyorthroughapointsystem),place thesamenumernexttoeach.Thatmeansyoucanuse“1”morethan once,“2” morethanonce,etc.

DateandTime

FormerFederalpreferences:

- InvoluntaryDisplacement(Disaster,GovernmentAction,Actionof Housing
- Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans’families
- Residentswholiveand/orworkin thejurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobility programs
- Householdsthatcontributetomeetingincomegoals(broadrangeof

incomes)

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preference to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA - resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Anytime family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site-based waiting lists

If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and development targeted below)

d. Yes No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub -component 3B.

(1) Eligibility

Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

a. What is the extent of screening conducted by the PHA? (select all that apply)

Criminal or drug -related activity only to the extent required by law or regulation

Criminal and drug -related activity, more extensively than required by law or regulation

More general screening than criminal and drug -related activity (list factors below)

Other (list below)

*Past rental history with this agency and any other PHA

*Check happy.com (software service) for history on clients owing monies

to

any other housing authority in the United States, etc.

*The "HUD Definition of a Disable Person" form is required to define and

and determine a disable family HOH of member. A medical statement is required if applicant is an elderly single and requires a two bedroom, or

if a

couple requires separate sleeping quarters due to medical reasons.

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? ON ANAS NEEDED BASIS

*Agency utilizes PublicData.com for criminal check on all adults listed on application, etc.

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug -related activity

Other (describe below)

*PAST RENTAL HISTORY DOCUMENTED IN THE FILE ONLY, and owners are required to come into office and review the file

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant assistance waiting list merged? (select all that apply) -based

- X None
- _____ Federal public housing
- _____ Federal moderate rehabilitation
- _____ Federal project -based certificate program
- _____ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant assistance? (select all that apply) -based

- X PHA main administrative office
- _____ Other (list below)

(3) Search Time

a. X Yes _____ No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below: *If prospective tenant has difficulty in locating housing due to a handicapped/disability, language barriers, transportation problems, or due to work schedule. This year extensions were given to tenants whose selected new landlord that required additional time to bring unit up to HQS standards.

(4) Admissions Preferences

a. Income targeting

X _____ Yes _____ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admission to the section 8 program to families at or below 30% of median area income?

b. Preferences

X 1. _____ Yes _____ No: Has the PHA established preferences for admission to section 8 tenant -based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability

- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
 - Briefing sessions and written materials
 - Other (list below)
- *Circulars/handouts that are used for program presentations

b. How does the PHA announce the availability of any special -purpose section 8 program to the public?

- X Through published notices
- X Other (list below)
- *Media and program presentations

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

a. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or

percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent -setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent -setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rentre -determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market -based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper

- ____ Survey of similar unassisted units in the neighborhood
 ____ Other (list/describe below)

B. Section 8 Tenant -Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- A tor above 90% but below 100% of FMR
 ____ 100% of FMR
 ____ Above 100% but at or below 110% of FMR
 ____ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ____ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 The PHA has chosen to serve additional families by lowering the payment standard
 Reflects market or submarket
 Other (list below)
 *Rent Reasonableness Survey indicates at or above 90% is insufficient for

rent market and rents being paid for unsubsidized units.

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ____ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 ____ Reflects market or submarket
 ____ To increase housing options for families
 ____ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
 ____ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- X Success rates of assisted families
- X Rent burden of assisted families
- X Other (list below)
 - *Rent Reasonableness Survey
 - *Rents charged to the unassisted public by program owners, etc.

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ___ \$0
- ___ \$1-\$25
- ___ \$26-\$50

b. ___ Yes ___ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C (2)

A. PHA Management Structure

(select one) Describe the PHA's management structure and organization.

- ___ An organization chart showing the PHA's management structure and organization is attached.
- X A brief description of the management structure and organization of the PHA follows: *Executive Director, Housing Counselor II, Housing Counselor I, part time Eligibility Specialist, part time Housing Counselor I. All positions are required to perform HQS inspections and assist with the FSS Program.

B. HUD Programs Under PHA Management

_. List Federal programs administered by the PHA, number of families served at the

Program Name	Number of Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers	517	144
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8(2) Section 8 Management: (list below)

***Section 8 Administrative Plan**

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 - Only PHAs are exempt from sub -component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

B. Section 8 Tenant -Based Assistance

1. Yes ___ No: Has the PHA established informal review procedures for applicantsto the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR982?

If yes, list additionsto federal requirements below: NONE

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- ___ Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub -component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long -term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OK, at the PHA's option, by completing and attaching a properly updated HUD -52837.

-or-

___ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD -52834.

b. If yes to question a, select one:

___ The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)
-or-

___ The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert there)

B. HOPE VI and Public Housing Development and Replacement Activities (Non -Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

___ Yes ___ No: a) Has the PHA received a HOPE VI revitalization grant?
(if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- ___ Revitalization Plan under development
- ___ Revitalization Plans submitted, pending approval
- ___ Revitalization Plan approved
- ___ Activities pursuant to an approved Revitalization Plan underway

___ Yes ___ No: c) Does the PHA plan to apply for a HOPE VI revitalization grant in the Plan year?
If yes, list development name/s below:

___ Yes ___ No: d) Will the PHA be engaging in any mixed -finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

___ Yes ___ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: <input type="checkbox"/> Demolition <input type="checkbox"/> Disposition	
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected: Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHA completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below .

<u>Designation of Public Housing Activity Description</u>
<u>1a. Development name:</u>
<u>1b. Development (project) number:</u>
<u>2. Designation type:</u> <input type="checkbox"/> <u>Occupancy by only the elderly</u> <input type="checkbox"/> <u>Occupancy by families with disabilities</u> <input type="checkbox"/> <u>Occupancy by only elderly families and families with disabilities</u>
<u>3. Application status (select one)</u> <input type="checkbox"/> <u>Approved; included in the PHA’s Designation Plan</u> <input type="checkbox"/> <u>Submitted, pending approval</u> <input type="checkbox"/> <u>Planned application</u>
<u>4. Date this designation approved, submitted, or planned for submission:</u> <u>(DD/MM/YY)</u>
<u>5. If approved, will this designation constitute a (select one)</u> <input type="checkbox"/> <u>New Designation Plan</u> <input type="checkbox"/> <u>Revision of a previously -approved Designation Plan?</u>
<u>1. Number of units affected:</u> <u>7. Coverage of action (select one)</u> <input type="checkbox"/> <u>Part of the development</u> <input type="checkbox"/> <u>Total development</u>

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
<p>1a. Development name:</p> <p>1b. Development (project) number:</p>
<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD -approved Conversion Plan underway</p>

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- ___ Units addressed in a pending or approved demolition application (date submitted or approved):
- ___ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved):
- ___ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved):
- ___ Requirements no longer applicable: vacancy rates are less than 10 percent
- ___ Requirements no longer applicable: site now has less than 300 units
- ___ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.79(k)]

* Agency attempted to work this program but due to the lack of resources and high real estate prices in our area, was not successful. Those interested had problems obtaining large loans due to credit, and were requiring an average of 30,000 extra assistance. Assistance with down payment would not cover over \$7,000. We are now encouraging those still interested to take advantage of Portability to housing authorities who already have a successful homeownership program with more resources and affordable real estate.

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ___ Yes ___ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete as a streamlined submission due to small PHA or high performing PHA status. PHAs completing streamlined submissions may skip

to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. High performing PHAs may skip to component 12.)

2. Program Description:

a. Size of Program

 Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 -50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA -established eligibility criteria

 Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs

[24CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete the PHA Coordination with HUD Welfare (TANF) Agency sub-component C.

1. Cooperative agreements:

 Yes No: Has the PHA has entered into a cooperative agreement with

the TANF Agency, to share information and/or target supportives services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?

DD/MM/YY

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self -sufficiency services and programsto eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare -to-Work voucher program
- Joint administration of other demonstration program

- X Other(describe)
 - *Coordinate a Community Resource Group to create a one stop shop of community resources to avoid duplicating services and prevent fraud.

B. Services and programs offered to residents and participants

(1) General

a. Self -Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self -sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- X Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non -housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing home ownership option participation
- Preference/eligibility for section 8 home ownership option participation
- Other policies (list below)

b. Economic and Social self -sufficiency programs

Yes X No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self -sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimate dSize	Allocation Method (waiting	Access (development office/ PHA main office/	Eligibility (public housing or

		list/random selection/specifi criteria/other)	otherprovidername)	section8 participantsor both)

(2)FamilySelfSufficiencyprogram/s

a.ParticipationDescription

FamilySelfSufficiency(FSS)Participation		
Program	RequiredNumberof Participants (startofFY2000Estimate)	ActualNumberofParticipants (Asof:DD/MM/YY)
PublicHousing		
Section8	(13)*4completedby3/2002 *6remaininactive	(6)*3FSSVouchers left tocommitunder contract

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C.WelfareBenefitReductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate change to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination

- X Actively notifying residents of new policy at times in addition to admission and reexamination.
- _____ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- _____ Establishing a protocol for exchange of information with all appropriate TANF agencies
- X Other: (list below)
 - * Agency plan to pursue a cooperative agreement with the Dept. of Human Resources for exchange of information on TANF clients, etc.

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937
13. PHA Safety and Crime Prevention Measures
 [24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHA not participating in PHDEP and Section 8 PHAs are to help ensure the safety of public housing residents that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub component D.

- 1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)**
- _____ High incidence of violent and/or drug -related crime in some or all of the PHA's developments
 - _____ High incidence of violent and/or drug -related crime in the areas surrounding or adjacent to the PHA's developments
 - _____ Residents fearful for their safety and/or the safety of their children
 - _____ Observed lower -level crime, vandalism and/or graffiti
 - _____ People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
 - _____ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- _____ Safety and security survey of residents
- _____ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- _____ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- _____ Resident reports
- _____ PHA employee reports
- _____ Police reports

- _____ Demonstrable, quantifiable success with previous or ongoing anticrime/antidrug programs
- _____ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- _____ Contracting with outside and/or resident organizations for the provision of crime -and/or drug -prevention activities
- _____ Crime Prevention Through Environmental Design
- _____ Activities targeted to at -risky youth, adults, or seniors
- _____ Volunteer Resident Patrol/Block Watchers Program
- _____ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- _____ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- _____ Police provide crime data to housing authority staff for analysis and action
- _____ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- _____ Police regularly testify in and otherwise support eviction cases
- _____ Police regularly meet with the PHA management and residents
- _____ Agreement between PHA and local law enforcement agency for provision of above -baseline law enforcement services
- _____ Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certification of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24CFR Part 903.79(p)]

1. X Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)

2. X Yes No: Was the most recent fiscal audit submitted to HUD?

3. Yes X No: Were there any findings as the result of that audit?

4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____

5. Yes No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.

High performing and small PHAs are not required to complete this component. Yes No: Is the PHA engaging in many activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- ___ Not applicable
- ___ Privatemanagement
- ___ Development-basedaccounting
- ___ Comprehensivestockassessment
- ___ Other:(listbelow)

3. ___ Yes ___ No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

18. Other Information
 [24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. Yes ___ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA MUST select one)

___ Attached as Attachment (Filename) OR

Provided below:

- 1. Larger facilities/office space
- 2. Child care availability while attending agency functions or appointments
- 3. Encouraging literacy and ESL education at new facility or getting involved with ongoing literacy programs in our area.
- 4. Resident Advisory Board meeting twice a year for a retreat or outdoor function to build a stronger relationship, and assist director with policy issues regarding tenant obligations, tenant rights, and hearing procedures.

3. In what manner did the PHA address those comments? (select all that apply)
 ___ Considered comments, but determined that no changes to the PHA Plan were necessary.

- The PHA changed portions of the PHA Plan in response to comments
- List changes below:

*Literacy concerns will remain as an ongoing goal for this Agency. Agency is seeing more and more Hispanic families requesting program assistance.

Many require help due to language barrier, and another Hispanic employee has been added to assist with this issue. Many of our tenants do not have their GED and agency plan to address this need by supporting the WISD Community ED Department with funds and referrals. Our goal is to continue encouraging these two levels of education with our Family Self Sufficiency Program. Agency director is a member of the WISD Community ED Advisory Board, and works closely with literacy and ESL students. Many adult program participants are students of WISD Community ED programs.

X Other: (list below) When financially feasible, the Board of Commissioners will consider recommendations in this order:

- A. Larger facilities
- B. Child care needs
- C. Literacy needs* provide in house classes with larger facilities

B. Description of Election process for Residents on the PHA Board

1. ___ Yes X No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ___ Yes X No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

NOTE: Agency administers a Section 8 Program only so the Resident Board involvement is minimal. All program participants are encouraged to participate on this Board. Information is provided at briefings, during reexamination process, and when FSS program is explained on an individual basis. Presently FSS participants seem to be the most interested. The Resident Board has expressed an interest in assisting with program and tenant obligation policies.

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- ___ Candidates were nominated by resident and assisted family organizations
 - ___ Candidates could be nominated by any adult recipient of PHA assistance
 - ___ Self-nomination: Candidates registered with the PHA and requested a

_____ place on ballot
_____ Other:(describe)

b. Eligible candidates:(select one)

- _____ Any recipient of PHA assistance
- _____ Any head of household receiving PHA assistance
- _____ Any adult recipient of PHA assistance
- _____ Any adult member of a resident or assisted family organization
- _____ Other(list)

c. Eligible voters:(select all that apply)

- _____ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- _____ Representatives of all PHA resident and assisted family organizations
- _____ Other(list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary)

1. Consolidated Plan jurisdiction:(provide name here)

*The City of Weatherford, Texas, a Nonentitlement City

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:(select all that apply)

- _____ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- _____ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- _____ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.(list below)
- X Other:(list below)

The City of Weatherford has finalized their Consolidated Plan. The City hired a new City Manager, and the Executive Director plans to meet with him regarding all aspects of housing needs for our community to ensure the City has the same concerns and goals.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the

following actions and commitments: (describe below)

The City of Weatherford has concerns about the type of affordable housing developers, builders, and contractors may bring into our area, and whether zoning laws will hinder large developments. Agency will continue to educate the City and County on the extreme need for affordable housing encouraging these entities to apply for additional funding and become more involved in attracting developerstoourarea.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment B: Criteria for Substantial Deviation & Significant Amendments

The Weatherford Housing Authority will consider substantial deviation from the 5-Year Plan any change to the Mission Statements such as:

- 50% deletion from or addition to the goals and objectives as a whole
- 50% or more decrease in the quantifiable measurement of any individual goal or objective

Substantial deviation to the 5 -Year Plan will require Board and Resident Council approval, along with HUD review before implementation.

The Weatherford Housing Authority will consider the following as significant amendment or modification to the annual plan:

- Any change in policy or procedure that requires a regulatory 30 -day posting
- Any change inconsistent with the local, approved Consolidate Plan

Any significant amendment or modification to the annual plan will require a full public hearing and HUD review before implementation.

**PHA Plan
Component 7
Table Library
Capital Fund Program Annual Statement
Parts I, II, and III**

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Line No.	Summary by Development Account	Total Estimated
1	Total Non -CGPF Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment - Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 -19)	
21	Amount of line 20 Related to LRP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation	

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

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**AnnualStatement
CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-Wide	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

Optional Table for 5 - Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 - Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Totalestimatedcostovernext5years				

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition/disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>